



<b>Applications accepted from:</b>	<b>All Persons Interested</b>
<b>Job Classification</b>	<b>Senior Community Liaison (Grant Funded)</b>
<b>Posting Number</b>	<b>106316</b>
<b>Department</b>	<b>Mayor</b>
<b>Division</b>	<b>Public Safety &amp; Homeland Security</b>
<b>Section</b>	<b>Crime Victims</b>
<b>Reporting Location</b>	<b>900 Bagby,</b>
<b>Workdays &amp; Hours</b>	<b>Part-time M - F, 8 a.m. - 5 p.m.*</b>
	<b>*Subject to change</b>

Selected applicant will perform duties to implement the Hispanic Victims' Outreach Project. Duties will include but are not limited to:

- This position is physically comfortable; the individual has discretion about walking, standing, etc. Applicant may be required at times, to conduct field visits to clients at their homes or other locations.

A Bachelor's degree in Criminal Justice, Social Work, Psychology, Sociology, Public Administration, Education or a related field is required. Equal years of experience can be substituted for degree requirement.

Four years of increasingly responsible project coordination and implementation skills.

Valid Texas Drivers License and compliance with the City of Houston driving policy (AP 2-2).

Fluent bilingual communication skills required (English/Spanish); Preference will be given to applicants with counseling and case management experience, victims outreach, community advocacy and outreach skills, and experience working with grassroots organizations, law enforcement, or criminal justice agencies.

## None

☒ Yes      ☐ No

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 23  
\$16.83 - \$23.20 hourly

**CLOSING DATE** Open until filled

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, Garden Level. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** TDD phone number is (713) 837-9496.

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